



## KCBS2 / KCAL9

4200 Radford Avenue  
Studio City, CA 91604  
(818) 655-2024 Tel

### FAX COVER SHEET

DATE: July 23, 2007

TO: Director of Job Placement  
COMPANY:  
FAX:

FROM: Maggie Serrano  
DEPT: Office/Payroll Manager  
FAX: 818 655-2666

Pages: 3  
Including cover page  
SUBJECT: Job Posting – Designer/3D Animator

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☐ URGENT      ☐ FOR REVIEW      ☐ PLEASE COMMENT      ☐ PLEASE REPLY

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Comments: Please post when convenient.

Thank you!

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## NOTICE OF JOB OPENING

**DATE:** JULY 23, 2007

**POSITION:** DESIGNER/ 3D ANIMATOR

**DEPARTMENT:** KCBS2/KCAL9 - GRAPHICS

**JOB DESCRIPTION:** CREATE HIGH-END 2D & 3D MOTION GRAPHICS FOR A VARIETY OF TV PROJECTS AND ASSIST IN THE SUPERVISION OF ANIMATION STAFF

### **SR. DESIGNER/ANIMATION MANAGER FUNCTIONS:**

- CREATE HIGH-END 2D & 3D MOTION GRAPHICS FOR A VARIETY OF TELEVISION PROJECTS
- WORK WITH MANAGERS AND PRODUCERS TO DEVELOP AND EXECUTE PROJECTS SERVICING NEWS, SPORTS, PROMOTION AND SALES
- TRAIN DESIGNERS ON ANIMATION SOFTWARE WHEN NECESSARY
- WORK WITH ENGINEERING AND VENDORS ON FIELD-LEVEL MAINTENANCE OF SYSTEMS AND SOFTWARE
- MAINTAIN ARCHIVAL DATABASE OF GRAPHICS AND ANIMATION PROJECTS AND ELEMENTS

### **QUALIFICATIONS:**

- PROVEN EXPERIENCE AND ANIMATION SAMPLES AT NETWORK LEVEL PRODUCTION QUALITY
- HANDS-ON FACILITY WITH CURRENT DESIGN AND ANIMATION TECHNOLOGIES AND SOFTWARE
- ABILITY TO MANAGE MULTIPLE PROJECTS UNDER EXTREME DEADLINE PRESSURE
- FORMAL DESIGN TRAINING PLUS MINIMUM 5 YEARS TV ANIMATION EXPERIENCE
- TEAM PLAYER AND POSITIVE ATTITUDE A MUST
- IATSE MEMBERSHIP REQUIRED

**EDUCATION:** EXPERT WITH AFTER EFFECTS, PHOTOSHOP, ILLUSTRATOR, FINAL CUT PRO AND CINEMA 4D (OR EQUIVALENT 3D PROGRAMS). SKILLED IN VIZRT A PLUS.

**SUBMIT RESUME, AND DVD/WEB-LINK To:**  
**OPETERSEN@CBS.COM**

***ABSOLUTELY NO PHONE CALLS.***

It is the continuing policy of CBS Corporation to afford equal employment opportunity to qualified individuals regardless of their race, color, religion, sex, sexual preference, national origin, age, physical or mental disability, veteran or disabled veteran status; and to conform to applicable laws and regulations. This policy of equal employment covers all aspects of the employment relationship including application, initial hiring, promotion, transfer, training, wages and salary administration. CBS Corporation recognizes that its continued growth and business success depend on the development and utilization of the full range of the nation's human resources.

# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
Jul-23-2007 10:01AM



## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
596	7/23/2007	9:40:56AM	Send	1213 387-9061	1:15	2	OK
597	7/23/2007	9:42:16AM	Send	1310 206-9844	0:44	2	OK
598	7/23/2007	9:43:05AM	Send	1213 437-4423	1:29	2	OK
599	7/23/2007	9:44:39AM	Send	1818 677-4593	0:48	2	OK
600	7/23/2007	9:45:32AM	Send	1562 985-4528	1:14	2	OK
601	7/23/2007	9:46:51AM	Send	1323 290-5109	0:00	0	No Answer
602	7/23/2007	9:49:02AM	Send	1323 290-5109	0:00	0	No Answer
603	7/23/2007	9:50:12AM	Send	1626 813-1684	1:18	2	OK
604	7/23/2007	9:51:35AM	Send	1323 726-1865	0:00	0	No Answer
606	7/23/2007	9:54:31AM	Send	1323 726-1865	0:00	0	No Answer
607	7/23/2007	9:55:41AM	Send	1323 290-0400	1:15	2	OK
608	7/23/2007	9:57:02AM	Send	1323 890-9632	0:55	2	OK
609	7/23/2007	9:58:02AM	Send	1310 287-4310	1:11	2	OK
610	7/23/2007	9:59:18AM	Send	1714 962-6343	1:09	2	OK
611	7/23/2007	10:00:33AM	Send	1323 848-6561	0:58	2	OK

**Serrano, Maggie**

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**From:** Oginski, Erik P  
**Sent:** Thursday, February 15, 2007 10:29 AM  
**To:** Serrano, Maggie; @KCBS/KCAL TV Website  
**Subject:** RE: Job Post- SR. DESIGNER/ANIMATION MANAGER

Hi Maggie,

The opening has been posted.

-Erik

-----Original Message-----

**From:** Serrano, Maggie  
**Sent:** Thursday, February 15, 2007 10:20 AM  
**To:** 'AAEDE'; Aguilar, Alexandra; Burt, Julia A; Teichmann, Jill K; @KCBS/KCAL TV Website; 'WEHO'  
**Cc:** 'lafern@scba.com'  
**Subject:** Job Post- SR. DESIGNER/ANIMATION MANAGER

Hello,

Please post the attached job opening as soon as possible. Thank you.

M

**Maggie Serrano**  
**Office/Payroll Manager**

**KCBS2 / KCAL9**  
6121 Sunset Blvd.  
Los Angeles, CA 90028  
(323) 460-3523 Tel  
(323) 460-3497 Fax



[mserrano@cbs.com](mailto:mserrano@cbs.com)

**Serrano, Maggie**

**From:** Serrano, Maggie  
**Sent:** Thursday, September 06, 2007 4:14 PM  
**To:** 'LaFern Watkins'  
**Subject:** RE: Delete jobs after date

Hi LaFern,

Can you please delete the job I have highlighted in red and keep all others open? Thanks for checking!!

M

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**From:** LaFern Watkins [mailto:LaFern@scba.com]  
**Sent:** Thursday, September 06, 2007 3:16 PM  
**To:** Serrano, Maggie  
**Subject:** Delete jobs after date

Hi Maggie,  
Below are the positions I have posted for KCBS2/KCAL9 which will be deleted after the deadline date unless otherwise specified.  
Thank you!  
LaFern

**Finance & Accounting: MANAGER, ACCOUNTS PAYABLE, KCBS2/KCAL9 :** Manage Accounts Payable Department in a fast paced, deadline driven, multi -task environment. Previous accounts payable supervisory experience. Previous experience working with P&L and Balance Sheet accounts. Working knowledge of GAAP. Ability to supervise and motivate the accounts payable staff. Challenged to work in a fast-paced, high volume, deadline-driven environment. Excellent analytical, organizational, communication and interpersonal skills. Highly motivated to learn new skills and ability to work well under pressure. Attention to detail, accuracy and excellent follow-through very important. Education: Bachelor's degree in accounting required. Minimum 3 years experience related to automated accounts payable systems and general accounting. Proficient in Excel, Word and Microsoft Outlook. Oracle experience preferred. No Calls Please! Submit Cover Letter, resume, and Salary History should be Faxed To: **ATTN: SUPERVISOR, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: 818 655-2664 SUBMITTED:08/22 EOE DEADLINE:09/28/07**



**Production: DESIGNER/3D ANIMATOR, KCBS2/KCAL9 :** Create high-end 2D and 3D motion graphics for a variety of TV projects and assist in the supervision of animation staff. Sr. Designer/Animation Manager Functions Create high-end 2D & 3D motion graphics for a variety of television projects. Work with managers and producers to develop and execute projects servicing news, sports, promotion and sales. Train designers on animation software when necessary. Work with engineering and vendors on field-level maintenance of systems and software. Maintain archival database of graphics and animation projects and elements. Proven experience and animation samples at network level production quality. Hands-on facility with current design and animation technologies and software. Ability to manage multiple projects under extreme deadline pressure. Formal design training plus minimum 5 years TV animation experience. Team player and positive attitude a must. IATSE membership required. Expert with After Effects, Photoshop, Illustrator, Final Cut Pro and Cinema 4D (or equivalent 3D programs). Skilled in VizRT a Plus. No Calls Please! Submit resume, and DVD/Web-link To: Opetersen@cbs.com **ATTN: SUPERVISOR, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 EMAIL: OPETERSEN@CBS.COM SUBMITTED:08/22 EOE DEADLINE:09/28/07**

**Administrative/Clerical: ASSISTANT, SALES, KCBS2/KCAL9 :** Sales assistant to two account executives Assist account executives by preparing paperwork; coordinate all related details in connection with the selling of airtime Provide sales assistance to sales management as needed Act as a liaison between client and account executives Enter sales orders into the IBS system Supply client with spot times as needed Contact client for approval of makegood and pre-emptions as needed Assist account executives with clearing of billing discrepancies & preparing all needed paperwork Perform some secretarial duties. Mandatory Skills Attention to detail and accuracy very important Standard secretarial skills with emphasis on good and accurate typing Proficient in Microsoft Word, Excel & PowerPoint preferred Excellent organizational skills Ability to work well under pressure Ability to deal with people directly or via phone Strong people skills required. Educational Requirements College or equivalent in experience required. Absolutely NO phone calls! **ATTN: SUPERVISOR, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: 818 655-2671 SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Administrative/Clerical: ASSISTANT, SALES- NEW BUSINESS, KCBS2/KCAL9:** Specific Functions Sales assistant to two account executives Assist account executives by preparing paperwork; coordinate all related details in connection with the selling of airtime Provide sales assistance to sales management as needed Act as a liaison between client and account executives Enter sales orders into the IBS system Assist in gathering credit information on new advertisers/agencies Processing all checks received to credit managers as related to cash in advance clients Supply client with spot times as needed Contact client for approval of makegood and pre-emptions as needed Assist account executives with clearing of billing discrepancies & preparing all needed paperwork Perform some secretarial duties Mandatory Skills Attention to detail and accuracy very important Standard secretarial skills with emphasis on good and accurate typing Proficient in Microsoft Word, Excel & PowerPoint preferred Excellent organizational skills Ability to work well under pressure Ability to deal with people directly or via phone Strong people skills required Educational Requirements College or equivalent in experience required. Absolutely NO phone calls! **ATTN: SUPERVISOR, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: 818 655-2671 SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Finance/Accounting: GL ACCOUNTANT/ AP COORDINATOR, KCBS2/KCAL9 :** PREVIOUS EXPERIENCE WORKING WITH P&L AND BALANCE SHEET ACCOUNTS WORKING KNOWLEDGE OF GAAP CHALLENGED TO WORK IN A FAST-PACED, HIGH VOLUME, DEADLINE-DRIVEN ENVIRONMENT. EXCELLENT ANALYTICAL, ORGANIZATIONAL, COMMUNICATION AND INTERPERSONAL SKILLS. HIGHLY MOTIVATED TO LEARN NEW SKILLS AND ABILITY TO WORK WELL UNDER PRESSURE. ATTENTION TO DETAIL, ACCURACY AND EXCELLENT FOLLOW-THROUGH VERY IMPORTANT. EDUCATION: ACCOUNTING EDUCATION UNITS REQUIRED. EXPERIENCE IN AUTOMATED ACCOUNTS PAYABLE SYSTEMS AND GENERAL ACCOUNTING. PROFICIENT IN EXCEL, WORD AND MICROSOFT OUTLOOK. ORACLE EXPERIENCE PREFERRED. SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE FAXED. ABSOLUTELY NO PHONE CALLS. **ATTN: SUPERVISOR, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: 818 655-2664 SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**On Air: ON AIR TALENT, KCBS2/KCAL9 :** MANDATORY SKILLS/EXPERIENCE REQUIRED: REPORT LIVE AND ON TAPE, SCRIPTED AND UNSCRIPTED, WITH CLARITY, ACCURACY AND CONFIDENCE. COLLABORATE EFFECTIVELY WITH A WIDE RANGE OF PERSONNEL TO CREATE COMPELLING CONTENT. MAINTAIN A STEADFAST COMMITMENT TO ACCURACY AND FAIRNESS. WRITE CLEARLY AND INTERESTINGLY AND USE VIDEO AND GRAPHICS TO ILLUSTRATE FACTS AND IDEAS IN THE STORY. STRONG LIVE SHOT SKILLS A MUST. GENERATE STORY IDEAS AND PARTICIPATE IN EDITORIAL MEETINGS. APPEAR AT PUBLIC AND STATION EVENTS, AS REQUIRED. THREE YEARS' EXPERIENCE ON AIR, PREFERABLY IN A TOP 20 MARKET. OTHER DUTIES AS ASSIGNED. EDUCATIONAL REQUIREMENTS: COLLEGE DEGREE REQUIRED OR

**EQUIVALENT EXPERIENCE REFERRAL INSTRUCTIONS: SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE MAILED. Absolutely NO phone calls! ATTN: NANCY BAUER GONZALES, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Production: PRODUCER, NEWSCAST, KCBS2/KCAL9 :** CBS2, KCAL9 News has an opening for a Newscast Producer who will be responsible for all elements of the newscast to which assigned. This position manages and supervises reporters, writers and the personnel assigned to the newscast, as well as decides order of stories and amount of time allotted for each story. The Producer will provide input and approval for scheduling of personnel assigned to the newscast. It is necessary for the qualified candidate to have expert news judgment, must be an avid consumer and researcher of all news from all sources, must have superior writing skills, must be able to delegate, must have management skills, must be multi-task oriented and well organized. Applicant must also possess extensive control room experience in producing newscasts, which incorporate live breaking news, as well as ability to produce major, extended, breaking news coverage. At least two years news producing experience in a major TV market required. If you are interested in this position and meet the above requirements, please mail cover letter and resume. Absolutely NO phone calls! **ATTN: MR. PAUL BUTTON , KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Production: PRODUCER, ONLINE NEWS, KCBS2/KCAL9 :** Duties include writing and editing text taken from scripts and wires, cutting and posting streamed video, optimizing imagery, creating slideshows and adapting other TV material for the Web. Producer will also be responsible for working with third-party content from a variety of feeds and providers and integrating it into the site to fit our local audience. Managing user-generated content in all areas of the site is another daily responsibility. Ability to work with TV new staff to develop online components for on-air stories is a key part of the daily content workflow. Requirements: Bachelor's degree and minimum two-years online news experience preferable. Experience with online station networks such as Internet Broadcast Systems, World Now, and local news web sites is helpful. Applicants **MUST** be strong writers with a good portfolio of news writing and/or producing. Additional skills in the area of design and basic web production (HTML) are a plus but are not required. Physical demands: Must be able to sit at desk for long periods of time and operate keyboard. Please submit resume to **ATTN: ERIK OGINSKI, MANAGING ONLINE PRODUCER, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 EMAIL: EPOGINSKI@CBS.COM. SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Sales & Management: ACCOUNT EXECUTIVE, DIGITAL MEDIA ADVERTISING , KCBS2/KCAL9 :** Sell local (Los Angeles) duopoly website, through advertising solutions, including custom-built presentations for a target customer. Manage relationships and grow revenue with new and existing customers. Create a strategic sales plan for specific customers and consistently develop new opportunities. Build and maintain strong knowledge of duopoly website products and technology. Research, position and brand cbs2/kcal9.com to buyers, planners, principles and direct clients. Cultivate new relationships at all levels of direct clients and online agencies. Track all regional or local revenue. Work closely with internal constituents in a team sales environment. Absolutely NO phone calls! **ATTN: J. SHAW, KCBS2/KCAL9 -TV, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 EMAIL:JSHAW@CBS.COM SUBMITTED:08/23 EOE DEADLINE:09/28/07**

**Sales & Management: ACCOUNT EXECUTIVE - NEW BUSINESS, KCBS2/KCAL9-TV:** Develop accounts that are new to KCBS/KCAL television or duopoly website. Develop presentations through research-generated information. Represent station or stations, as well as website to clients in a professional manner. Produce sales equal to or exceeding established budgets. Continually prospect, develop and maintain new accounts. Develop new ways of cold calling or networking for leads. Must be a team player and able to handle multiple projects at once. Have a working knowledge of other industries. Have a proven track record of past selling skills.



Communicate daily with sales management on all activities. Keep current with all administrative duties. Able to keep up with fast-paced environment. Must possess a valid CA Drivers License. Mandatory Skills/Experience Required: Prior TV, radio, cable, print or online sales experience. Excellent written and verbal skills. Successful track record of prospecting and cold calling. Strong marketing, presentation and closing skills. Must be detail oriented. College degree preferred. Absolutely No Phone Calls. Submit Cover Letter and resume via Fax To: **ATTN: SUPERVISOR, CBS STUDIO CENTER, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: 818 655-2671 SUBMITTED:08/22 EOE DEADLINE:09/28/07**

**Production: DIRECTOR, TECHNICAL, KCBS2/KCAL9-TV:** Experience as a technical director switching "live" news in a major market; audio mixer and robotic operator. Knowledge of switchers, dve's, stillstore devices and dnf-profiles necessary. Knowledge of the sony 8000a switcher, cambotics (robotic system) and studer audio board is a plus. The successful candidates must have excellent control room demeanor, leadership and communication skills. Qualified applicants must have the ability to handle pressure of breaking news. Individuals must be flexible with regards to working hours, work weekends or any shift in a 24 hour time period. Educational Requirements: College education preferred in telecommunications. Absolutely NO phone calls! Referral Instructions: Submit Cover Letter, resume, and Salary History Via Fax To: **ATTN: SUPERVISOR, CBS STUDIO CENTER, 4200 RADFORD AVENUE, STUDIO CITY, CA 91604 FAX: (818) 655-2687 SUBMITTED:09/06 EOE DEADLINE:10/06/07**

### **We Moved! Our New Address:**

#### **LaFern Watkins**

Director of Community Affairs  
Southern California Broadcasters Association  
1849 Sawtelle Blvd., #543, Los Angeles, CA 90025  
Direct Line: 310.444.1431 Fax: 310.444.1463  
<http://www.scba.com>  
<http://www.awrtsocal.org>

-----Original Message-----

**From:** Serrano, Maggie [mailto:[mserrano@cbs.com](mailto:mserrano@cbs.com)]

**Sent:** Thursday, September 06, 2007 9:53 AM

**To:** AAEDE; Aguilar, Alexandra; Banas, Stella; Bloom, Cynde L; Burt, Julia A; Cody, Francine; Damron, Ron; Ewing, Geri; LaPaix, Sonia; Larson, Carl; Markowski, Lois E; Marrero, Paul; Mitzel, Kathy; Ouellette, Ann R; Pringle, Randy; Remington, Lynn K; Schenkel, Donna J; Teichmann, Jill K; Teran, Pam E; Velez, Vonne D; Website Contact; WEHO; Williams, Keisha R (WUPA); Zimmerman, Robin L; Zirpola, Janet

**Cc:** lafern@scba.com

**Subject:** Job Post - Technical Director

Please post the attached position at your station. Thank you for your help.

M

Maggie Serrano  
Payroll/HR Manager





**CBS 2/KCAL 9**  
**CBS Studio Center**  
**4200 Radford Avenue**  
**Studio City, CA 91604**  
**(818) 655-2024 Tel**  
**(818) 655-2666 Fax**

**mserrano@cbs.com**

**Serrano, Maggie**

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**From:** Serrano, Maggie  
**Sent:** Thursday, February 15, 2007 10:20 AM  
**To:** 'AAEDE'; Aguilar, Alexandra; Burt, Julia A; Teichmann, Jill K; @KCBS/KCAL TV Website; 'WEHO'  
**Cc:** 'lafern@scba.com'  
**Subject:** Job Post- SR. DESIGNER/ANIMATION MANAGER  
**Attachments:** Sr Designer Animation Mgr.doc

Hello,

Please post the attached job opening as soon as possible. Thank you.

M

**Maggie Serrano**  
**Office/Payroll Manager**

**KCBS2 / KCAL9**  
6121 Sunset Blvd.  
Los Angeles, CA 90028  
(323) 460-3523 Tel  
(323) 460-3497 Fax



**mserrano@cbs.com**

# hp LaserJet 3380

CBS2 / KCAL9  
323 460-3497  
Feb-15-2007 4:52PM



## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
214	2/15/2007	4:31:19PM	Send	1703-506-3266	1:32	2	OK
215	2/15/2007	4:32:56PM	Send	1213 387-9061	1:21	2	OK
216	2/15/2007	4:34:22PM	Send	1310 206-9844	1:18	2	OK
217	2/15/2007	4:35:45PM	Send	1213 437-4423	1:35	2	OK
218	2/15/2007	4:37:25PM	Send	1818 677-4593	0:53	2	OK
219	2/15/2007	4:38:23PM	Send	1562 985-4528	1:18	2	OK
220	2/15/2007	4:39:47PM	Send	290-5109	1:22	2	OK
221	2/15/2007	4:41:14PM	Send	1310 287-4310	0:53	2	OK
222	2/15/2007	4:42:12PM	Send	1626 813-1684	0:00	0	No Answer
223	2/15/2007	4:44:23PM	Send	1626 813-1684	0:00	0	No Answer
224	2/15/2007	4:45:33PM	Send	726-1865	1:21	2	OK
225	2/15/2007	4:46:59PM	Send	290-0400	1:20	2	OK
226	2/15/2007	4:48:24PM	Send	890-9632	0:57	2	OK
227	2/15/2007	4:49:26PM	Send	1310 287-4310	0:52	2	OK
228	2/15/2007	4:50:23PM	Send	1714 962-6343	1:16	2	OK
229	2/15/2007	4:51:44PM	Send	848-6561	0:59	2	OK





## NOTICE OF JOB OPENING

**DATE:** MAY 04, 2007  
**POSITION:** SALES ASSISTANT  
**DEPARTMENT:** KCBS2/KCAL9

**JOB DESCRIPTION:** RESPONSIBLE FOR PERFORMING A VARIETY OF SUPPORT FUNCTIONS FOR THE SALES DEPARTMENT. DUTIES INCLUDE ORDER INPUT, CUSTOMER SERVICE, AND PREPARATION OF SALES PRESENTATIONS.

### **SPECIFIC FUNCTIONS:**

- SALES ASSISTANT TO ACCOUNT EXECUTIVES
- ASSIST ACCOUNT EXECUTIVES BY PREPARING PAPERWORK; COORDINATE ALL RELATED DETAILS IN CONNECTION WITH THE SELLING OF AIRTIME
- PROVIDE SALES ASSISTANCE TO SALES MANAGEMENT AS NEEDED
- ACT AS A LIASON BETWEEN CLIENT AND ACCOUNT EXECUTIVES
- ENTER SALES ORDERS INTO THE IBS SYSTEM
- SUPPLY CLIENT WITH SPOT TIMES AS NEEDED
- CONTACT CLIENT FOR APPROVAL OF MAKEGOOD AND PRE-EMPTIONS AS NEEDED
- ASSIST ACCOUNT EXECUTIVES WITH CLEARING OF BILLING DISCREPENCIES & PREPARING ALL NEEDED PAPERWORK
- PERFORM SOME ADDITIONAL DUTIES AS NEEDED

**REQUIREMENTS:** MUST BE PROFICIENT WITH MICROSOFT OFFICE SUITE. EXCELLENT COMMUNICATION SKILLS AND THE ABILITY TO MULTITASK ARE ESSENTIAL. COLLEGE DEGREE PREFERRED.

**SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE FAXED TO:  
SUPERVISOR AT 818 655-2666**

**ABSOLUTELY NO PHONE CALLS.**

It is the continuing policy of CBS Corporation to afford equal employment opportunity to qualified individuals regardless of their race, color, religion, sex, sexual preference, national origin, age, physical or mental disability, veteran or disabled veteran status; and to conform to applicable laws and regulations. This policy of equal employment covers all aspects of the employment relationship including application, initial hiring, promotion, transfer, training, wages and salary administration. CBS Corporation recognizes that its continued growth and business success depend on the development and utilization of the full range of the nation's human resources.

# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
May-7-2007 11:13AM



## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
370	5/ 7/2007	10:51:16AM	Send	1703-506-3266	1:24	2	OK
371	5/ 7/2007	10:52:45AM	Send	1213 387-9061	1:13	2	OK
372	5/ 7/2007	10:54:03AM	Send	1310 206-9844	1:09	2	OK
373	5/ 7/2007	10:55:17AM	Send	1213 437-4423	1:25	2	OK
374	5/ 7/2007	10:56:47AM	Send	1323 848-6561	1:01	2	OK
375	5/ 7/2007	10:57:39AM	Send	1562 985-4528	1:12	2	OK
376	5/ 7/2007	10:58:56AM	Send	1323 290-5109	0:00	0	No Answer
377	5/ 7/2007	11:01:06AM	Send	1323 290-5109	0:00	0	No Answer
378	5/ 7/2007	11:02:17AM	Send	1310 287-4310	0:48	2	OK
379	5/ 7/2007	11:03:15AM	Send	1626 813-1684	1:14	2	OK
380	5/ 7/2007	11:04:34AM	Send	1323 726-1865	0:00	0	No Answer
381	5/ 7/2007	11:06:46AM	Send	1323 726-1865	0:00	0	No Answer
382	5/ 7/2007	11:07:55AM	Send	1 323 290-0400	1:12	2	OK
383	5/ 7/2007	11:09:12AM	Send	1323 890-9632	0:54	2	OK
384	5/ 7/2007	11:10:12AM	Send	1310 287-4310	0:52	2	OK
385	5/ 7/2007	11:11:09AM	Send	1714 962-6343	1:06	2	OK
386	5/ 7/2007	11:12:20AM	Send	1323 848-6561	1:01	2	OK

# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
May-7-2007 5:40PM



## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
388	5/ 7/2007	5:31:42PM	Send	1323 294-9435	1:18	2	OK
389	5/ 7/2007	5:33:05PM	Send	1310 860-5100	1:22	2	OK
390	5/ 7/2007	5:34:32PM	Send	1310 235-6247	1:10	2	OK
391	5/ 7/2007	5:35:47PM	Send	1562 938-4980	1:17	2	OK
392	5/ 7/2007	5:37:09PM	Send	1818 241-5455	1:14	2	OK
393	5/ 7/2007	5:38:28PM	Send	1626 793-7396	1:27	2	OK



**KCBS2 / KCAL9**  
4200 Radford Avenue  
Studio City, CA 91604  
(818) 655-2020 Tel

### FAX COVER SHEET

DATE: May 4, 2007

TO: Director of Job Placement  
COMPANY: FROM: Maggie Serrano  
FAX: DEPT: Office/Payroll Manager  
FAX: 818 655-2666

Pages: 3  
Including cover page  
SUBJECT: Job Posting

☐ URGENT ☐ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY

Comments: Please post when convenient.

Thank you!

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## KCBS2 / KCAL9

4200 Radford Avenue  
Studio City, CA 91604  
(818) 655-2024 Tel

### FAX COVER SHEET

DATE: May 4, 2007

TO: Director of Job Placement  
COMPANY:  
FAX:

FROM: Maggie Serrano  
DEPT: Office/Payroll Manager  
FAX: 818 655-2666

Pages: 3  
Including cover page  
SUBJECT: Job Posting

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☐ URGENT      ☐ FOR REVIEW      ☐ PLEASE COMMENT      ☐ PLEASE REPLY

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## NOTICE OF JOB OPENING

DATE: JUNE 15, 2007  
POSITION: GL ACCOUNTANT/ AP COORDINATOR  
DEPARTMENT: KCBS2/KCAL9 - FINANCE

**ASSIST ACCOUNTS PAYABLE DEPARTMENT IN A FAST PACED, DEADLINE DRIVEN, MULTI -TASK ENVIRONMENT.**

### **ACCOUNTS PAYABLE FUNCTIONS:**

- PERFORM FULL-CYCLE ACCOUNTS PAYABLE INCLUDING MATCHING, CODING AND BATCHING.
- SET UP RECURRING VENDOR PAYMENTS
- PERFORM ACCOUNT ANALYSIS AND PREPARE JOURNAL ENTRIES FOR MONTH-END ACCRUALS.
- RESEARCH DISCREPANCIES AND EFFICIENTLY RESOLVE PROBLEM INVOICES.
- PREPARE AD HOC REPORTS AS REQUIRED.

### **QUALIFICATIONS:**

- PREVIOUS EXPERIENCE WORKING WITH P&L AND BALANCE SHEET ACCOUNTS
- WORKING KNOWLEDGE OF GAAP
- CHALLENGED TO WORK IN A FAST-PACED, HIGH VOLUME, DEADLINE-DRIVEN ENVIRONMENT.
- EXCELLENT ANALYTICAL, ORGANIZATIONAL, COMMUNICATION AND INTERPERSONAL SKILLS.
- HIGHLY MOTIVATED TO LEARN NEW SKILLS AND ABILITY TO WORK WELL UNDER PRESSURE.
- ATTENTION TO DETAIL, ACCURACY AND EXCELLENT FOLLOW-THROUGH VERY IMPORTANT.

### **EDUCATION:**

- ACCOUNTING EDUCATION UNITS REQUIRED.
- EXPERIENCE IN AUTOMATED ACCOUNTS PAYABLE SYSTEMS AND GENERAL ACCOUNTING.
- PROFICIENT IN EXCEL, WORD AND MICROSOFT OUTLOOK.
- ORACLE EXPERIENCE PREFERRED.

**SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE FAXED TO:  
SUPERVISOR AT 818 655-2664.**

***ABSOLUTELY NO PHONE CALLS.***

It is the continuing policy of CBS Corporation to afford equal employment opportunity to qualified individuals regardless of their race, color, religion, sex, sexual preference, national origin, age, physical or mental disability, veteran or disabled veteran status, and to conform to applicable laws and regulations. This policy of equal employment covers all aspects of the employment relationship including application, initial hiring, promotion, transfer, training, wages and salary administration. CBS Corporation recognizes that its continued growth and business success depend on the development and utilization of the full range of the nation's human resources.



## NOTICE OF JOB OPENING

DATE: JUNE 18, 2007  
POSITION: GL ACCOUNTANT/ AP COORDINATOR  
DEPARTMENT: KCBS2/KCAL9 - FINANCE

**ASSIST ACCOUNTS PAYABLE DEPARTMENT IN A FAST PACED, DEADLINE DRIVEN, MULTI -TASK ENVIRONMENT.**

### **ACCOUNTS PAYABLE FUNCTIONS:**

- PERFORM FULL-CYCLE ACCOUNTS PAYABLE INCLUDING MATCHING, CODING AND BATCHING.
- SET UP RECURRING VENDOR PAYMENTS
- PERFORM ACCOUNT ANALYSIS AND PREPARE JOURNAL ENTRIES FOR MONTH-END ACCRUALS.
- RESEARCH DISCREPANCIES AND EFFICIENTLY RESOLVE PROBLEM INVOICES.
- PREPARE AD HOC REPORTS AS REQUIRED.

### **QUALIFICATIONS:**

- PREVIOUS EXPERIENCE WORKING WITH P&L AND BALANCE SHEET ACCOUNTS
- WORKING KNOWLEDGE OF GAAP
- CHALLENGED TO WORK IN A FAST-PACED, HIGH VOLUME, DEADLINE-DRIVEN ENVIRONMENT.
- EXCELLENT ANALYTICAL, ORGANIZATIONAL, COMMUNICATION AND INTERPERSONAL SKILLS.
- HIGHLY MOTIVATED TO LEARN NEW SKILLS AND ABILITY TO WORK WELL UNDER PRESSURE.
- ATTENTION TO DETAIL, ACCURACY AND EXCELLENT FOLLOW-THROUGH VERY IMPORTANT.

### **EDUCATION:**

- ACCOUNTING EDUCATION UNITS REQUIRED.
- EXPERIENCE IN AUTOMATED ACCOUNTS PAYABLE SYSTEMS AND GENERAL ACCOUNTING.
- PROFICIENT IN EXCEL, WORD AND MICROSOFT OUTLOOK.
- ORACLE EXPERIENCE PREFERRED.

**SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE FAXED TO:  
SUPERVISOR AT 818 655-2664.**

***ABSOLUTELY NO PHONE CALLS.***

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**Serrano, Maggie**

**From:** Serrano, Maggie  
**Sent:** Thursday, June 28, 2007 12:27 PM  
**To:** AAEDE; Aguilar, Alexandra; Burt, Julia A; Teichmann, Jill K; Website Contact; WEHO  
**Cc:** 'lafern@scba.com'  
**Subject:** Job Post - AP Coordinator  
**Attachments:** AP Coordinator 61507.doc

Hello,

Please post the attached job opening with KCBS 2/KCAL 9 when convenient. Thank you.

M

**Maggie Serrano**  
**Payroll/HR Manager**



**CBS 2/KCAL 9**  
**CBS Studio Center**  
**4200 Radford Avenue**  
**Studio City, CA 91604**  
**(818) 655-2024 Tel**  
**(818) 655-2666 Fax**

**mserrano@cbs.com**



## KCBS2 / KCAL9

4200 Radford Avenue  
Studio City, CA 91604  
(818) 655-2024 Tel

### FAX COVER SHEET

DATE: June 28, 2007

TO: Director of Job Placement  
COMPANY:  
FAX:

FROM: Maggie Serrano  
DEPT: Office/Payroll Manager  
FAX: 818 655-2666

Pages: 3  
Including cover page  
SUBJECT: Job Posting – AP Coordinator

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☐ URGENT      ☐ FOR REVIEW      ☐ PLEASE COMMENT      ☐ PLEASE REPLY

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Comments: Please post when convenient.

Thank you!

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# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
Jun-26-2007 3:05PM



## Fax Activity Log

Job	Date	Time	Type	Identification	Duration	Pages	Result
483	6/19/2007	11:08:17AM	Receive	818 393 4494	0:58	3	OK
484	6/19/2007	11:35:59AM	Send	1703-506-3266	1:39	2	OK
485	6/19/2007	11:37:44AM	Send	1213 387-9061	1:26	2	OK
486	6/19/2007	11:39:16AM	Send	1310 206-9844	1:24	2	OK
487	6/19/2007	11:40:45AM	Send	1213 437-4423	1:40	2	OK
488	6/19/2007	11:42:30AM	Send	1818 677-4593	0:54	2	OK
489	6/19/2007	11:43:31AM	Send	1562 985-4528	1:24	2	OK
490	6/19/2007	11:45:00AM	Send	1323 290-5109	0:00	0	No Answer
491	6/19/2007	11:47:11AM	Send	1323 290-5109	0:00	0	No Answer
492	6/19/2007	11:48:21AM	Send	1310 287-4310	0:59	2	OK
493	6/19/2007	11:49:25AM	Send	1626 813-1684	1:29	2	OK
494	6/19/2007	11:50:59AM	Send	1323 726-1865	1:33	2	OK
495	6/19/2007	11:52:37AM	Send	1323 290-0400	1:27	2	OK
496	6/19/2007	11:54:09AM	Send	1323 890-9632	1:02	2	OK
497	6/19/2007	11:55:16AM	Send	1310 287-4310	1:02	2	OK
498	6/19/2007	11:56:23AM	Send	1714 962-6343	1:22	2	OK
499	6/19/2007	11:57:50AM	Send	1323 848-6561	1:10	2	OK
500	6/19/2007	2:21:31PM	Receive	559 252 2747	0:58	4	OK
501	6/20/2007	1:58:47PM	Receive		1:34	1	OK
502	6/20/2007	2:02:29PM	Receive		0:54	1	OK
503	6/20/2007	3:00:27PM	Send	1323 294-9435	1:30	2	OK
504	6/20/2007	3:02:02PM	Send	1310 860-5100	1:37	2	OK
505	6/20/2007	3:03:44PM	Send	1310 235-6247	1:48	2	OK
506	6/20/2007	3:05:37PM	Send	1562 938-4980	1:45	2	OK
507	6/20/2007	3:07:27PM	Send	1818 241-5455	1:21	2	OK
508	6/20/2007	3:08:54PM	Send	1626 793-7396	1:38	2	OK
509	6/20/2007	3:19:36PM	Send	16196416209	1:45	3	OK
510	6/21/2007	11:51:18AM	Receive		1:05	2	OK
511	6/21/2007	4:22:31PM	Receive	818 340 5724	0:37	2	OK
512	6/22/2007	12:45:51PM	Receive		0:15	1	OK
513	6/22/2007	12:46:44PM	Receive		0:45	5	OK
514	6/22/2007	1:20:06PM	Receive	8187017397	1:48	2	OK
515	6/22/2007	1:33:54PM	Receive	8182409440	1:38	2	OK
516	6/22/2007	6:59:25PM	Receive	8185050570	0:17	1	Comm Error 244
517	6/22/2007	7:03:17PM	Receive	8185050570	2:04	4	OK
518	6/23/2007	12:16:21PM	Receive		0:39	0	No Fax Detected
519	6/23/2007	12:18:27PM	Receive	8059623979	0:57	2	OK
520	6/26/2007	1:48:23PM	Receive		0:45	2	OK
521	6/26/2007	2:35:53PM	Receive		0:38	0	No Fax Detected
522	6/26/2007	3:03:15PM	Receive		1:56	6	OK



# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
Jun-28-2007 6:29PM



## Fax Call Report

Job	Date	Time	Type	Identification	Duration	Pages	Result
526	6/28/2007	6:06:03PM	Send	1213 387-9061	1:24	2	OK
527	6/28/2007	6:07:32PM	Send	1310 206-9844	1:21	2	OK
528	6/28/2007	6:08:58PM	Send	1213 437-4423	1:38	2	OK
529	6/28/2007	6:10:42PM	Send	1818 677-4593	0:52	2	OK
530	6/28/2007	6:11:39PM	Send	1562 985-4528	1:23	2	OK
531	6/28/2007	6:13:08PM	Send	1323 290-5109	0:00	0	No Answer
532	6/28/2007	6:15:18PM	Send	1323 290-5109	0:00	0	No Answer
533	6/28/2007	6:16:28PM	Send	1626 813-1684	0:00	0	No Answer
534	6/28/2007	6:18:39PM	Send	1626 813-1684	0:00	0	No Answer
535	6/28/2007	6:19:49PM	Send	1323 726-1865	1:29	2	OK
536	6/28/2007	6:21:23PM	Send	1323 290-0400	1:23	2	OK
537	6/28/2007	6:22:52PM	Send	1323 890-9632	1:00	2	OK
538	6/28/2007	6:23:57PM	Send	1310 287-4310	0:00	0	No Answer
539	6/28/2007	6:26:08PM	Send	1310 287-4310	0:00	0	No Answer
540	6/28/2007	6:27:18PM	Send	1714 962-6343	1:19	2	OK
541	6/28/2007	6:28:42PM	Send	1323 848-6561	1:06	2	OK

# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
Jun-18-2007 10:31AM



## Fax Activity Log

Job	Date	Time	Type	Identification	Duration	Pages	Result
443	6/ 5/2007	5:03:28PM	Receive	310 584 2288	0:25	2	OK
444	6/ 5/2007	7:47:01PM	Send	15165760670	1:19	2	OK
445	6/ 6/2007	10:52:00AM	Receive	310 584 2288	0:31	3	OK
446	6/ 6/2007	1:27:45PM	Receive		0:38	0	No Fax Detected
447	6/ 6/2007	1:28:37PM	Receive	510 663 6355	2:32	4	OK
448	6/ 6/2007	4:21:36PM	Receive	310 584 2288	0:31	3	OK
449	6/ 7/2007	10:30:54AM	Receive		0:39	0	No Fax Detected
450	6/ 8/2007	1:57:49PM	Receive	12133539756	0:22	2	OK
451	6/10/2007	5:45:05PM	Receive		0:38	0	No Fax Detected
452	6/10/2007	5:47:18PM	Receive		0:39	0	No Fax Detected
453	6/10/2007	5:49:23PM	Receive		0:39	0	No Fax Detected
454	6/10/2007	5:51:15PM	Receive	8185017075	1:11	2	OK
455	6/11/2007	6:31:30AM	Receive	626 628 1734	3:47	3	Comm Error 282
456	6/11/2007	6:41:15AM	Receive		0:38	0	No Fax Detected
457	6/11/2007	6:44:56AM	Receive	626 628 1734	0:40	2	OK
458	6/11/2007	6:47:06AM	Receive	626 628 1734	1:00	2	OK
459	6/11/2007	6:48:33AM	Receive	626 628 1734	0:37	2	OK
460	6/11/2007	3:16:17PM	Receive	5629034093	0:37	3	OK
461	6/11/2007	4:54:21PM	Send	13105842288	0:38	2	OK
462	6/11/2007	11:27:33PM	Receive	3234669688	0:56	3	OK
463	6/12/2007	12:21:14PM	Receive	Rightfax	1:19	4	OK
464	6/12/2007	3:14:47PM	Receive	310 584 2288	0:33	3	OK
465	6/13/2007	11:40:10AM	Receive	8014267186	1:16	3	OK
466	6/13/2007	3:08:25PM	Receive		0:39	0	No Fax Detected
467	6/14/2007	7:39:40AM	Receive	Rightfax	1:21	3	OK
468	6/14/2007	7:41:16AM	Receive	5627761233	1:14	2	OK
469	6/14/2007	11:17:40AM	Send	18006317244	1:50	2	OK
470	6/14/2007	11:23:04AM	Send	15627761233	2:10	2	OK
471	6/14/2007	3:39:43PM	Receive	000	1:35	5	OK
472	6/14/2007	4:14:24PM	Receive	818 887 6275	0:31	2	OK
473	6/14/2007	4:51:23PM	Send	16058841140	1:59	3	OK
474	6/14/2007	8:04:41PM	Receive	818 779 0444	0:42	2	OK
475	6/15/2007	12:28:52PM	Receive		0:52	2	OK
476	6/15/2007	3:31:32PM	Receive		0:39	0	No Fax Detected
477	6/15/2007	3:52:45PM	Receive		0:43	1	OK
478	6/15/2007	3:54:33PM	Receive	8014267186	1:52	4	OK
479	6/15/2007	5:14:09PM	Send	13105842288	0:47	2	OK
480	6/18/2007	9:42:13AM	Receive	909 681 8581	3:03	3	OK
481	6/18/2007	10:25:32AM	Send	18888623736	0:58	1	OK
482	6/18/2007	10:30:08AM	Send	18006317244	1:20	1	OK



## Southern California Broadcasters Association- JOB ALERT BULLETIN JUNE 7, 2007

The stations participating EEO/Job Bulletin are located at [www.scba.com](http://www.scba.com). The list includes stations that may not have a job listed in this bulletin, but are still participants in our program. These stations will accept resumes.

### Engineering

#### MAINTENANCE ENGINEER-POST PRODUCTION FOX NETWORK GROUP

Fox NE&O (Networks & Operations) is looking for a Maintenance Engineer for their post production department. Candidate should have at least 5 years experience in a Post Production facility or Television environment. Must be an expert with Apple/Macs and have knowledge of Xserves and Xsans. Final Cut Pro, PC, After Effects, Photoshop, Illustrator, Cinema 4D, and Maya experience necessary. Experience with component digital video and AES audio preferred. The ideal candidate will have superior troubleshooting abilities and a thorough understanding of digital and analog electronics. They will possess the ability to work alone and in a team environment with fellow engineers in the operations and other departments in fulfilling the engineering department support role. Some of the job duties include: Configuring and maintaining Macs, servers, graphic workstations, Final Cut Pro systems and all associated hardware including broadcast studio decks (Sony DigiBeta). Troubleshoot issues related to graphic workstations and machine rooms. Maintaining of Apple computers (Macs, Xserves, Xsans), analog and digital audio mixers, character generators (Chyron a plus), electronic editing equipment (linear and non-linear; Avid, Smoke), color monitors, WFM monitors, intercom systems (RTS a plus), wireless microphones, wireless intercom, wireless IFB, etc. Position is freelance and will require membership to the N.A.B.E.T Union. The candidate will need to be able to work a variety of shifts, including days, evenings and weekends. Please apply online: [www.foxcareers.com](http://www.foxcareers.com), refer to FNG6170 in all correspondence FOX Network Group, Apply Online and refer to FNG6170 on all correspondence Online: [www.foxcareers.com](http://www.foxcareers.com), refer to FNG6170  
Submitted: 06/07 EOE Deadline: 06/21/07

### Engineering

#### ENGINEER, MAINTENANCE KABC-TV

MAINTENANCE ENGINEER ABC7, the number one station in Los Angeles, is seeking experienced, skilled broadcast maintenance engineers for freelance employment. These positions will require significant, diverse experience in installation and maintenance of modern digital production, ENG, and RF transmission systems. FCC license and/or SBE certification is desirable. Shifts may be part or full-time and the ability to work a varied schedule including early mornings, nights and weekends is necessary. Please send resume. Carmella Zigler, Manager Employee Benefits & Payroll, 500 Circle Seven Drive, Glendale, CA 91201 EMAIL: [KABC-TV.resumes@abc.com](mailto:KABC-TV.resumes@abc.com) JOB LINE: 818/863-7562  
Submitted: 06/06 EOE Deadline: 07/28/07

### Engineering

#### BROADCAST MAINTENANCE/IS ENGINEER KFMB-TV

KFMB-TV, the most technologically advanced station in San Diego, is looking for Broadcast Maintenance/Information Systems Engineers. The ideal candidates will have a minimum of 2 years studio broadcast experience and include: Master Control and News Automation, Master Control and Production Switchers, Routing Switcher (Jupiter/Trinix), Intercom Systems (Clear COM), and Cameras (Sony XD Cam and LDK-6000). Excellent computer skills and experience with Microsoft networking is a plus. Position requires great people skills, the ability to work a variety of shifts and be on call. Candidates must be capable of lifting a minimum of fifty pounds, possess a current valid driver's license and be able to provide proof of current automobile insurance.  
KFMB/Human Resources, 7677 Engineer Rd., San Diego, CA 92111 FAX: (858) 278-3741 EMAIL: [jobs@kfmb.com](mailto:jobs@kfmb.com), Job Line: (858) 495-8640  
Submitted: 06/07 EOE Deadline: 07/28/07

### Engineering

#### BROADCAST ENGINEER (FT) KSPN/KDIS-AM

KSPN Radio-AM710(ESPN)/KDIS-AM1110(Radio Disney) is seeking an experienced, energetic Broadcast Engineer. Knowledge of broadcast studio and transmitter equipment and electronics including RF, High Power AM directionals, broadcast studio maintenance and troubleshooting. Knowledge of broadcast automation including ENCO and AudioVault a plus! Candidate must have skills in IT infrastructure and LAN's/Phone Systems. Knowledge of all applicable FCC Rules and Regulations. Familiarity of Facilities Maintenance of Generators, HVAC and Building systems. Successful candidate must be able to work independently and as a team player with ability to interact with management and staff at all levels. Ability to multi-task, and handle pressures and deadlines. Must be available for some overnight and weekend work. Broadcast Studio Installation Experience Required. Ability to engineer ISDN station remotes on occasion. EEO

Mike Tosch, Chief Engineer, KDIS/KSPN, 3321 S. La Cienega Blvd., Los Angeles, CA 90016 EMAIL: [mike.tosch@disney.com](mailto:mike.tosch@disney.com)  
Submitted: 05/23/07 Deadline: 07/01/07

### Finance

#### AP CLERK - PER DIEM KCBS2/KCAL9

Qualifications: Prior A/P experience Preferred. Proficient with Microsoft Excel, Word. Ability to handle high volume data entry. Ability to handle multiple tasks simultaneously, prioritize workload efficiently, and meet strict deadlines in a fast-paced environment. Ability to work & think independently, follow thru to get the job done. Education: College or equivalent in experience required. Assist Accounts Payable Department in a fast paced, deadline driven, multi-task environment. Absolutely No Phone Calls. Submit Cover Letter, resume, and Salary History should be Faxed To: Supervisor, KCBS2/KCAL9-TV, FAX: 323-460-3497  
Submitted: 05/10 EOE Deadline: 06/28/07

### Finance & Accounting

#### MANAGER, ACCOUNTING FOX NETWORK GROUP

Accounting Manager-Fox Sports Net-Los Angeles, CA-manage all aspects of financial reporting, general accounting, analysis for cable sports network. RESPONSIBILITIES: supervise staff, approve monthly entries & G/L analysis. REQUIREMENTS: BS in accounting/finance, 2-yr management/supervisor in finance/accounting function, 5+ yrs financial analysis or senior accounting, previous entertainment industry experience preferred. Interested candidates will apply at: FOX Network Group, Apply Online and refer to FNG6500 on all correspondence Online: [www.foxcareers.com](http://www.foxcareers.com), refer to FNG6500.  
Submitted: 06/07 EOE Deadline: 06/21/07

### Finance Accounting

#### MARKET CONTROLLER EMMIS LOS ANGELES

Emmis Los Angeles, comprised of radio stations KPWR 106 and KMYN 93.9, is currently seeking a senior level financial professional to join its senior management team as Market Controller. This position will oversee all Financial and HR functions as well as participate in the strategic decision making process of the radio cluster. JOB REQUIREMENTS: The successful candidate must have: BS in Accounting/Finance; Five plus years of financial statement and financial management experience; Knowledge of generally acceptable accounting principles; Excellent communication skills( oral/ written /presentation); Superior leadership skills including strong interpersonal skills, track record of superior teamwork and team development successes, skilled in conflict management and getting things done through others; Knowledge of GAAP and audit procedures; Proven analytical ability with specific financial positions focused on business analysis; Full operational/functional knowledge of accounting software; High level of competence with Microsoft Office software specifically Excel; Previous broadcast experience and CPA and/or MBA a plus; Strong work ethic, high integrity and desire to excel. TO APPLY: If you have the above qualifications, experience and skills for this position, we prefer you to submit your resume and profile on line to Director of Staffing Kenneth Vaughn. No phone calls please! Or you can send your resume to: Kenneth Vaughn, Emmis Communications, 40 Monument Circle, Suite 500, Indianapolis, IN 46204 FAX: 317-684-6557  
Submitted: 06/07 EOE Deadline: 08/07/07

### Finance Accounting

#### MANAGER, BUSINESS KESQ-TV

Gulf-California Broadcast Company in sunny Palm Springs, California, seeks applications for the position of business manager. Requires several years of experience as a chief controller, financial officer, or business manager of a commercial television station. Group experience is a plus. Bachelor's degree in finance or accounting required. We operate a cluster of television and radio stations in the Palm Springs market including the ABC, Fox, CW and Telemundo affiliates, plus two radio stations. We use SBS accounting systems. Privately owned company consisting of TV and radio stations in seven markets plus cable and newspaper operations with a news-driven corporate culture. Resumes and references to: Jody Piel, H.R. Coordinator, Gulf-California Broadcast Co. 42-650 Melanie Place, Palm Desert, CA. 92211 EMAIL: [jpiel@kesq.com](mailto:jpiel@kesq.com)  
Submitted: 06/01 EOE Deadline: 08/01/07

Southern California Broadcasters Association

1849 Sawtelle Blvd., #543, Los Angeles, CA 90025 Direct Line: 310.444.1431 Fax: 310.444.1463 [www.scba.com](http://www.scba.com)

Disclaimer: Jobs may be filled at any moment, even after verification. Listings are sorted by department.



## Southern California Broadcasters Association- JOB ALERT BULLETIN JUNE 13-18, 2007

The stations participating EEO/Job Bulletin are located at [www.scba.com](http://www.scba.com). The list includes stations that may not have a job listed in this bulletin, but are still participants in our program. These stations will accept resumes.

### Engineering

#### RF SYSTEMS ENGINEERING (FT) CLEAR CHANNEL- SAN DIEGO

This position will be responsible for Transmitter site maintenance, transmitter repair, FCC compliance, general station and electronic maintenance duties. Candidate must have excellent communication skills and ability to troubleshoot to the component level. Technical skills should include a background in high power AM and FM transmissions systems as well as AM directional arrays, HD radio and satellite systems. Knowledge of FCC Rules and Regulations. This position requires the ability to work a variety of shifts and to be on call. Candidate must be capable of climbing ladders, crawling on floor and lifting (50) pounds on a regular basis. Valid California driver's license is required. Must have a minimum of five years broadcast engineering experience. SBE certification of FCC Radiotelephone license preferred. High School Diploma required, college or tech training preferred.  
**Human Resources (job reference # GA1206-04), 9660 Granite Ridge Drive; San Diego, CA 92123 Fax: 858-522-5708 - OR -EMAIL [givemeajob@clearchannel.com](mailto:givemeajob@clearchannel.com)**  
Submitted: 06/07 EOE Deadline: 07/28/07

### Engineering

#### ENGINEER, MAINTENANCE KABC-TV

MAINTENANCE ENGINEER ABC7, the number one station in Los Angeles, is seeking experienced, skilled broadcast maintenance engineers for freelance employment. These positions will require significant, diverse experience in installation and maintenance of modern digital production, ENG, and RF transmission systems. FCC license and/or SBE certification is desirable. Shifts may be part or full-time and the ability to work a varied schedule including early mornings, nights and weekends is necessary. Please send resume.  
**Carmella Zigler, Manager Employee Benefits & Payroll, 500 Circle Seven Drive, Glendale, CA 91201 EMAIL: [KABC-TV.resumes@abc.com](mailto:KABC-TV.resumes@abc.com) JOB LINE: 818/863-7562**  
Submitted: 06/18 EOE Deadline: 07/28/07

### Engineering

#### BROADCAST MAINTENANCE/IS ENGINEER KFMB-TV

KFMB-TV, the most technologically advanced station in San Diego, is looking for Broadcast Maintenance/Information Systems Engineers. The ideal candidates will have a minimum of 2 years studio broadcast experience and include; Master Control and News Automation, Master Control and Production Switchers, Routing Switcher (Jupiter/Trinix), Intercom Systems (Clear COM), and Cameras (Sony XD Cam and LDK-6000). Excellent computer skills and experience with Microsoft networking is a plus. Position requires great people skills, the ability to work a variety of shifts and be on call. Candidates must be capable of lifting a minimum of fifty pounds, possess a current valid driver's license and be able to provide proof of current automobile insurance.  
**KFMB/Human Resources, 7677 Engineer Rd., San Diego, CA 92111 FAX: (858) 278-3741 EMAIL: [jobs@kfmb.com](mailto:jobs@kfmb.com) , Job Line:(858) 495-8640**  
Submitted: 06/18 EOE Deadline: 07/28/07

### Engineering

#### BROADCAST ENGINEER (FT) KSPN/KDIS-AM

KSPN Radio-AM710(ESPN)/KDIS-AM1110(Radio Disney) is seeking an experienced, energetic Broadcast Engineer. Knowledge of broadcast studio and transmitter equipment and electronics including RF, High Power AM directionals, broadcast studio maintenance and troubleshooting. Knowledge of broadcast automation including ENCO and AudioVault a plus! Candidate must have skills in IT infrastructure and LAN's/Phone Systems. Knowledge of all applicable FCC Rules and Regulations. Familiarity of Facilities Maintenance of Generators, HVAC and Building systems. Successful candidate must be able to work independently and as a team player with ability to interact with management and staff at all levels. Ability to multi-task, and handle pressures and deadlines. Must be available for some overnight and weekend work. Broadcast Studio Installation Experience Required. Ability to engineer ISDN station remotes on occasion. EEO  
**Mike Tosch, Chief Engineer, KDIS/KSPN, 3321 S. La Cienega Blvd., Los Angeles, CA 90016 EMAIL: [mike.tosch@disney.com](mailto:mike.tosch@disney.com)**  
Submitted: 05/23/07 Deadline: 07/01/07

### Engineering

#### REMOTE ENGINEER (PART-TIME) KTWV

Some hands-on experience with radio remotes, in-studio radio production or on-air work. Familiarity with the operation of broadcast audio equipment, including mixers, microphone and PA systems. Ability to troubleshoot simple audio systems and take corrective action when needed. Ability to reliably be at the remote site on time and have the equipment set-up before each live remote. Must have reliable transportation to the remote location each week. Good communication skills and the ability to work well with on-air talent, station management and clients. This person will be responsible for engineering live remote broadcasts on Sundays. Represent the station professionally to listeners and clients at the weekly event. No phone calls, please!

**Lynn Duke, Engineering Manager 5670 Wilshire Blvd. #200, Los Angeles, CA 90036 EMAIL: [lduke@cbs.com](mailto:lduke@cbs.com)**

Submitted: 06/18 EOE Deadline: 08/01/07

### Finance

#### AP CLERK - PER DIEM KCBS2/KCAL9

Qualifications: Prior A/P experience Preferred. Proficient with Microsoft Excel, Word. Ability to handle high volume data entry. Ability to handle multiple tasks simultaneously, prioritize workload efficiently, and meet strict deadlines in a fast-paced environment. Ability to work & think independently, follow thru to get the job done. Education: College or equivalent in experience required. Assist Accounts Payable Department in a fast paced, deadline driven, multi -task environment. Absolutely No Phone Calls. Submit Cover Letter resume, and Salary History should be Faxed To:  
**Supervisor, KCBS2/KCAL9 -TV, FAX: 818 655-2671**  
Submitted: 06/18 EOE Deadline: 06/28/07

### Finance Accounting

#### MARKET CONTROLLER EMMIS LOS ANGELES

Emmis Los Angeles, comprised of radio stations KPWR 106 and KMYN 93.9 is currently seeking a senior level financial professional to join its senior management team as Market Controller. This position will oversee all Financial and HR functions as well as participate the strategic decision making process of the radio cluster. **JOB REQUIREMENTS:** The successful candidate must have: BS in Accounting/Finance; Five plus years of financial statement and financial management experience; Knowledge of generally acceptable accounting principles; Excellent communication skills( oral/ written/ presentation); Superior leadership skills including strong interpersonal skills, track record of superior teamwork and team development successes, skilled in conflict management and getting things done through others; Knowledge of GAAP and audit procedures; Proven analytical ability with specific financial positions focused on business analysis; Full operational/functional knowledge of accounting software; High level of competence with Microsoft Office software specifically Excel; Previous broadcast experience and CPA and/or /MBA a plus; Strong work ethic, high integrity and desire to excel. **TO APPLY:** If you have the above qualifications, experience and skills for this position, we prefer you to submit your resume and profile on line to Director of Staffing Kenneth Vaughn. No phone calls please! Or you can send your resume to:

**Kenneth Vaughn, Emmis Communications, 40 Monument Circle, Suite 500, Indianapolis, IN 46204 FAX: 317-684-6557**

Submitted: 06/07 EOE Deadline: 08/07/07

### Finance Accounting

#### MANAGER, BUSINESS KESQ-TV

Gulf-California Broadcast Company in sunny Palm Springs, California, seeks applications for the position of business manager. Requires several years of experience as a chief controller, financial officer, or business manager of a commercial television station. Group experience is a plus. Bachelor's degree in finance or accounting required. We operate a cluster of television and radio stations in the Palm Springs market including the ABC, Fox, CW and Telemundo affiliates, plus two radio stations. We use SBS accounting systems. Privately owned company consisting of TV and radio stations in seven markets plus cable and newspaper operations with a news-driven corporate culture. Resumes and references to:  
**Jody Piel, H.R. Coordinator, Gulf-California Broadcast Co. 42-650 Melanie Place, Palm Desert, CA. 92211 EMAIL: [jpiel@kesq.com](mailto:jpiel@kesq.com)**  
Submitted: 06/01 EOE Deadline: 08/01/07



# Southern California Broadcasters Association- JOB ALERT BULLETIN JUNE 13-18, 2007

The stations participating EEO/Job Bulletin are located at [www.scba.com](http://www.scba.com). The list includes stations that may not have a job listed in this bulletin, but are still participants in our program. These stations will accept resumes.

## NEW/UPDATED FOR THE WEEK OF JUNE 13-18, 2007 AD AGENCY, SAN DIEGO - MEDIA BUYER

KABC-TV- ASSISTANT, NEWS-D'LINE:07/28/07

KABC-TV- ENGINEER, MAINTENANCE- D'LINE:07/28/07

KABC-TV- ON AIR- GENERAL ASSIGNMENT REPORTERS-  
D'LINE:07/28/07

KABC-TV- ON AIR- HELICOPTER REPORTER- D'LINE:07/28/07

KABC-TV- REPORTER, GENERAL ASSIGNMENT- D'LINE:07/28/07

KABC-TV- APPRENTICES- D'LINE:07/28/07

KABC-TV- ASSISTANT DIRECTOR OF CREATIVE SERVICES -  
D'LINE:07/28/07

KABC-TV- ENG CAMERAPERSONS- D'LINE:07/28/07

KABC-TV- NEWSWRITERS- D'LINE:07/28/07

KABC-TV- NON-LINEAR EDITORS- D'LINE:07/28/07

KABC-TV- PRODUCER, AM NEWS- D'LINE:07/28/07

KABC-TV- PRODUCER, FREELANCE ONLINE NEWS- D'LINE:07/28/07

KABC-TV- PRODUCER, FREELANCE WEATHER- D'LINE:07/28/07

KABC-TV- PRODUCER, NEWS PROMOTION- D'LINE:07/28/07

KABC-TV- ACCOUNT EXECUTIVE, INTERNET/DIGITAL SALES-  
D'LINE:07/28/07

KABC-TV- TRAINEE, SALES - D'LINE:07/28/07

KCBS-FM- MANAGER, NEW MEDIA/INTERACTIVE SALES -  
D'LINE:06/21/07

KCBS2/KCAL9 - AP CLERK - PER DIEM- D'LINE:06/28/07

KFI-AM- EDITOR, ONLINE NEWS (FT)- D'LINE:07/31/07

KFMB-TV- BROADCAST MAINTENANCE/IS ENGINEER- D'LINE:07/28/07

KFMB-TV- ASSOCIATE PRODUCER- D'LINE:08/28/07

KFMB-TV- ACCOUNT EXECUTIVE- TV SALES

KFMB-AM- INTERNS- RADIO- 10-15 HOURS/WEEK- D'LINE:ON GOING

KFMB-FM- INTERNS- RADIO- D'LINE:ON GOING

KFMB-FM- PROGRAM DIRECTOR- D'LINE:ON GOING

KFMB-TV- INTERN - TV- D'LINE:ON GOING

KFMB-TV- FLOOR DIRECTOR/CG OPERATOR- D'LINE:ON GOING

KFWB- ACCOUNTS PAYABLE CLERK- D'LINE:07/28/07

KGGI / KKDD / KDIF / KTDD- ACCOUNT EXECUTIVES- D'LINE:07/28/07

KLCS-DTV- BROADCAST SYSTEMS OPERATOR- D'LINE:06/22/07

KLVE-FM/KSCA-FM/KRCD-FM/KTNQ- ASSISTANT, EXECUTIVE- TO  
DIRECTOR OF SALES- D'LINE:07/28/07

KLVE-FM/KSCA-FM/KRCD-FM/KTNQ- MANAGER, TRAFFIC-  
D'LINE:07/28/07

KNX NEWSRADIO - NEWSWRITER- EDITOR- D'LINE:07/28/07

KOCE-TV- ASSISTANT, BROADCAST (PT)- D'LINE:08/18/07

KOCE-TV- NEWS CRAWL EDITOR (PT)- D'LINE:08/18/07

KSGN-FM- PRODUCTION ASSISTANT (PT)- D'LINE:07/28/07

KSON- ACCOUNT EXECUTIVE- D'LINE:07/28/07

KTWV- REMOTE ENGINEER (PART-TIME)- D'LINE:08/01/07

KYSR-FM- ON AIR- PT/WEEKEND TALENT- D'LINE:07/31/07

MEDIA PARTNERS WORLDWIDE- ASSISTANT- D'LINE:07/01/07

NETWORK RADIO COMPANY- ACCOUNT EXECUTIVE, AD SALES-  
D'LINE:06/28/07

OUTDOOR CHANNEL, THE- ACCOUNT EXECUTIVE- D'LINE:07/11/07

TEE IT UP RADIO SHOW/NETWORK- ACCOUNT EXECUTIVE-  
D'LINE:12/31/07

UNIVISION- ASSISTANT, NATIONAL SALES

### Administrative Clerical

#### OUT-OF-HOME SALES ASSISTANT BALLARD EXECUTIVE SEARCH

Los Angeles: Out-of-Home Sales Assistant: The world's fastest growing out-of-home media company is looking for a highly motivated sales assistant who has outstanding interpersonal skills in communicating with clients and co-workers. This person will need to have excellent customer service skills and the ability to perform administrative responsibilities and be able to work in a team environment. The ideal candidate will be well organized and detail oriented with superior abilities to handle multiple priorities in a fast paced environment. Strong computer skills are needed as well. College grads are preferred.

[www.ballardexecutivesearch.com](http://www.ballardexecutivesearch.com)

Ballard Executive Search, 269 S. Beverly Drive, Beverly Hills, CA 90210 Email:  
[julie@ballardexecutivesearch.com](mailto:julie@ballardexecutivesearch.com)

Submitted: 06/07 EOE Deadline: 08/07/07

### Administrative Clerical

#### RECEPTIONIST/TRAFFIC COORDINATOR DIAL-GLOBAL NETWORK

Dial-Global Network Radio is looking for a full-time, entry-level Receptionist/Traffic coordinator. Outgoing personality for answering phones. The position also works closely with the sales management staff and network radio producers. The position is responsible for accurate commercial placement and scheduling of commercial inventory within nationally syndicated programs. Candidates must be extremely detail-oriented, have excellent communication and strong data entry skills. Excellent computer skills are a must. The ability to adapt to fluctuating workloads and deadlines is a priority. Candidate must be able to multi-task while maintaining a great attitude. Ideal candidates will have at least one year of radio traffic or scheduling experience or willingness to learn; advancement opportunities available to ambitious individuals. Please send resume to :

Dial-Global Networks, 11812 San Vicente Blvd #605, Los Angeles Ca 90049 EMAIL:  
[LAJobs@dial-global.com](mailto:LAJobs@dial-global.com)

Submitted: 06/07 EOE Deadline: 06/21/07



**Serrano, Maggie**

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**From:** craigslist.org [noreply@craigslist.org]  
**Sent:** Wednesday, December 19, 2007 5:54 PM  
**To:** Serrano, Maggie  
**Subject:** Your craigslist posting "Accounts Payable Manager"

**Your Credit Card payment has been accepted.**

**Your payment confirmation number is: 2866548**

Please print this page for your records.

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Date: 2007-12-19

**Receipt to:**  
Paul Latham  
4200 Radford Avenue  
Studio City, CA 91604

**Paid to:**  
Craigslist  
Accounts Receivable  
PO Box 225159  
San Francisco, CA 94122-5159  
Tel: 415-566-6394  
Fax: 415-504-6394  
billing@craigslist.org

**Qty: 2 los angeles jobs postings -- Total: 50.00**

Accounts Payable Manager (finance jobs, tv video radio jobs)  
Posting ID: 514706831

Your ad, titled "Accounts Payable Manager," has been posted in finance jobs, tv video radio jobs.

You can see it at <http://losangeles.craigslist.org/sfy/acc/514706831.html>. It will appear in the list of postings and in search results in about 15 minutes. If you have trouble finding it, please check our help page at <http://www.craigslist.org/about/help/where.html>

Please login into your account if you need to edit or delete your posting:  
<https://accounts.craigslist.org/login>

If you did not post this ad please change your account password asap:  
<https://accounts.craigslist.org/login/chgpwd>

For your protection please check our list of common scams:  
<http://craigslist.org/about/scams.html>

Thanks for using craigslist!

4/20/2009







## NOTICE OF JOB OPENING

DATE: JULY 9, 2007  
POSITION: PUBLIC AFFAIRS COORDINATOR  
DEPARTMENT: KCBS2/KCAL9 – COMMUNITY AFFAIRS

**ASSIST COMMUNITY AFFAIRS DEPARTMENT IN A FAST PACED, DEADLINE DRIVEN, MULTI-TASK ENVIRONMENT.**

### **SPECIFIC FUNCTIONS:**

- COORDINATE DAY TO DAY MAINTENANCE OF THE PUBLIC AFFAIRS OFFICE FOR 2 TELEVISION STATIONS.
- COORDINATE AND WRITE ON-AIR AND WEB COMMUNITY CALENDAR
- MAINTAIN COMMUNITY PAGE ON WEBSITES
- GATHER INFORMATION FOR FCC QUARTERLY REPORTS
- MAINTAIN PUBLIC SERVICE ANNOUNCEMENT INVENTORY
- TRAFFIC PSA ROTATION AND DAILY LOG
- ASSIST IN COORDINATION OF COMMUNITY EVENTS
- RESPOND TO VIEWER CALLS, EMAILS AND MAIL

### **QUALIFICATIONS:**

- EXCELLENT COMPUTER SKILLS PROFICIENT MICROSOFT WORD, EXCEL AND POWERPOINT.
- CHALLENGED TO WORK IN A FAST-PACED, HIGH VOLUME, DEADLINE-DRIVEN ENVIRONMENT.
- HIGHLY MOTIVATED TO LEARN NEW SKILLS AND ABILITY TO WORK WELL UNDER PRESSURE.
- ATTENTION TO DETAIL, ACCURACY AND EXCELLENT FOLLOW-THROUGH VERY IMPORTANT.

### **EDUCATION:**

- COLLEGE DEGREE MANDATORY

**SUBMIT COVER LETTER, RESUME, AND SALARY HISTORY SHOULD BE FAXED TO:  
SUPERVISOR AT 818 655-2682.**

***ABSOLUTELY No PHONE CALLS.***

It is the continuing policy of CBS Corporation to afford equal employment opportunity to qualified individuals regardless of their race, color, religion, sex, sexual preference, national origin, age, physical or mental disability, veteran or disabled veteran status; and to conform to applicable laws and regulations. This policy of equal employment covers all aspects of the employment relationship including application, initial hiring, promotion, transfer, training, wages and salary administration. CBS Corporation recognizes that its continued growth and business success depend on the development and utilization of the full range of the nation's human resources.

**Serrano, Maggie**

**From:** LaFern Watkins [LaFern@scba.com]  
**Sent:** Wednesday, July 11, 2007 9:44 AM  
**To:** Serrano, Maggie  
**Subject:** RE: Job Post - Public Affairs Coordinator

Thanks Maggie. I'll get this posted shortly. Here's the positions that were posted yesterday.

**SCBA Job Alert Bulletin**

Click here to download and print SCBA Job Alert Bulletin-23 Pages  
<http://rope.zscb.fimc.net/pdfs/97083.pdf>

**NEW/UPDATED FOR THE WEEK OF JULY 9, 2007**

**AD AGENCY, SAN DIEGO- MEDIA BUYER**

**BRYAN FARRISH RADIO PROMOTIONS- RADIO PUBLICITY CAMPAIGN SALES (PT)-D'LINE:08/01/07**

**CELLECAST INC (VANCOUVER, WA)- NATIONAL SALES DIRECTOR- D'LINE:08/07/07**

**CLEAR CHANNEL LOS ANGELES- INTERNET CONTENT COORDINATOR- D'LINE:10/31/07**

**CLEAR CHANNEL RADIO - LOS ANGELES- ACCOUNT EXECUTIVES- D'LINE:12/28/07**

**CLEAR CHANNEL RADIO - LOS ANGELES- DIRECTOR OF SALES MARKETING AND RESEARCH- D'LINE:08/06/07**

**CLEAR CHANNEL RADIO - LOS ANGELES- EVENT MARKETING STAFF (PT)- D'LINE:12/28/07**

**CLEAR CHANNEL SAN DIEGO- ACCOUNT EXECUTIVES (FT)- D'LINE:08/28/07**

**CLEAR CHANNEL- SAN DIEGO- RF SYSTEMS ENGINEERING (FT)- D'LINE:08/31/07**

**FOX SPORTS NET- SR. RESEARCH ANALYST - D'LINE:08/31/07**

**KABC-AM- ASSISTANT, PROMOTIONS (PT)- D'LINE:08/31/07**

**KABC-TV- ACCOUNT EXECUTIVE, INTERNET/DIGITAL SALES- D'LINE:07/31/07**

**KABC-TV- ACCOUNT EXECUTIVE, MARKETING- D'LINE:07/31/07**

**KABC-TV- APPRENTICES- D'LINE:07/31/07**

**KABC-TV- ASSISTANT DIRECTOR OF CREATIVE SERVICES- D'LINE:07/31/07**

**KABC-TV- ASSISTANT DIRECTOR OF FINANCE- D'LINE:07/31/07**

**KABC-TV- ASSISTANT, NEWS- D'LINE:07/31/07**

**KABC-TV- ENG CAMERAPERSONS- D'LINE:07/31/07**

**KABC-TV- ENGINEER, MAINTENANCE- D'LINE:07/31/07**

**KABC-TV- NEWSWRITERS- D'LINE:07/31/07**

**KABC-TV- NON-LINEAR EDITORS- D'LINE:07/31/07**

**KABC-TV- ON AIR- GENERAL ASSIGNMENT REPORTERS- D'LINE:07/31/07**

**KABC-TV- ON AIR- HELICOPTER REPORTER**

8/2/2007

KABC-TV- PRODUCER, AM NEWS-D'LINE:07/31/07

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KABC-TV- PRODUCER, FREELANCE ONLINE NEWS- D'LINE:07/31/07

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KABC-TV- PRODUCER, FREELANCE WEATHER- D'LINE:07/31/07

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KABC-TV- PRODUCER, NEWS PROMOTION- D'LINE:07/31/07

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KABC-TV- REPORTER, GENERAL ASSIGNMENT- D'LINE:07/31/07

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KABC-TV- TRAINEE, SALES- D'LINE:07/31/07

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KBRV- INTERNSHIP (UNPAID)- D'LINE:08/31/07

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KCAL-FM- ACCOUNT EXECUTIVE- D'LINE:07/31/07

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KCBS2/KCAL9 - MANAGER, ACCOUNTS PAYABLE- D'LINE:08/31/07

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KCBS2/KCAL9-TV- ACCOUNT EXECUTIVE - NEW BUSINESS- D'LINE:08/31/07

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KCRW- ON AIR- HOST- D'LINE:07/31/07

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KFI- ON AIR- NEWS ANCHOR/REPORTER- D'LINE:07/31/07

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KFI-AM- EDITOR, ONLINE NEWS (FT)- D'LINE:07/31/07

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KFI-AM & CLEAR CHANNEL OMR- MANAGER, ONLINE SALES- D'LINE:12/28/07

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KFI-AM & CLEAR CHANNEL OMR- VIDEO EDITOR/ANIMATOR- D'LINE:12/28/07

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KFMB TV- ACCOUNT EXECUTIVE- TV SALES- D'LINE:08/31/07

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KFMB-AM- INTERNS - RADIO- 10-15 HOURS/WEEK- D'LINE:ON GOING

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KFMB-FM- INTERNS -RADIO- D'LINE:ON GOING

---

KFMB-FM- PROGRAM DIRECTOR- D'LINE:08/31/07

---

KFMB-TV- INTERN - TV- D'LINE:ON GOING

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KGB- SAN DIEGO- ON-AIR (2-PT) - D'LINE:08/28/07

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KGGI / KKDD / KDIF / KTDD- ACCOUNT EXECUTIVES

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KHWY INC.- ON AIR TALENT-D'LINE:07/31/07

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KIIS-FM- EXECUTIVE ASSISTANT/PRODUCTION ASSISTANT (FT)- D'LINE:07/31/07

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KKJZ- ADMINISTRATIVE SUPPORT- D'LINE:07/28/07

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KKUU, KCLB, KDGL, KNWZ, KXPS- ACCOUNT EXECUTIVE- D'LINE:07/30/07

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KLSD- SAN DIEGO- PROMOTIONS ASSISTANT (PT) - D'LINE:08/28/07

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KMYI- SAN DIEGO- ACCOUNT EXECUTIVE (2-FT)- D'LINE:08/28/07

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KMYI- SAN DIEGO- PROMOTIONS ASSISTANT (PT) - D'LINE:08/28/07

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KOCE-TV- ASSIGNMENT EDITOR- D'LINE:08/31/07

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KOCE-TV- ASSISTANT, BROADCAST (PT)- D'LINE:08/18/07

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KOCE-TV- COORDINATOR, FULFILLMENT- D'LINE:08/31/07

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KOCE-TV- NEWS CRAWL EDITOR (PT)- D'LINE:08/18/07

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KOGO/KLSD - SAN DIEGO- BOARD OP/DIRECTOR- D'LINE:08/02/07

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KTLA-TV- AM NEWS SHOW PRODUCER- D'LINE:07/20/07

KTTLA-TV- FIELD REPORTER- D'LINE:07/20/07

KTTLA-TV- FREELANCE GRAPHIC DESIGNER - D'LINE:07/20/07

KTTLA-TV- INTERNSHIP PROGRAM- D'LINE:ON GOING

KTTLA-TV- MAINTENANCE ENGINEER - D'LINE:07/20/07

KTTLA-TV- PER DIEM EDIT COORDINATOR - D'LINE:08/31/07

KTTLA-TV- PRODUCER, MULTIMEDIA- D'LINE:07/20/07

KUSS- SAN DIEGO- ACCOUNT EXECUTIVE (2-FT)- D'LINE:08/28/07

KYSR-FM- ON AIR- PT/WEEKEND TALENT- D'LINE:07/31/07

MEDIA PARTNERS WORLDWIDE- ASSISTANT

NETWORK RADIO COMPANY- ACCOUNT EXECUTIVE, AD SALES-D'LINE:07/30/07

OUTDOOR CHANNEL, THE- ACCOUNT EXECUTIVE- D'LINE:07/11/07

RP MEDIA SOLUTIONS- EVENT MARKETING SPECIALIST (VARIOUS CLIENTS)- D'LINE:07/31/07

TAKE ON THE DAY, LLC- INTERN PROGRAMMING & MARKETING- DR. LAURA PROGRAM (FOR COLLEGE CREDIT ONLY)-  
D'LINE:ONGOING

UNIVISION/TELEFUTURA - ACCOUNT EXECUTIVE- SR. LEVEL- D'LINE:07/31/07

WESTWOOD ONE- ACCOUNT EXECUTIVE- D'LINE:07/25/07

-----Original Message-----

**From:** Serrano, Maggie [mailto:mserrano@cbs.com]

**Sent:** Tuesday, July 10, 2007 4:43 PM

**To:** AAEDE; Aguilar, Alexandra; Banas, Stella; Bloom, Cynde L; Burt, Julia A; Cody, Francine; Damron, Ron; Ewing, Geri; LaPaix, Sonia; Larson, Carl; Markowski, Lois E; Marrero, Paul; Mitzel, Kathy; Ouellette, Ann R; Pringle, Randy; Remington, Lynn K; Schenkel, Donna J; Teichmann, Jill K; Teran, Pam E; Velez, Vonne D; Website Contact; WEHO; Williams, Keisha R (WUPA); Zimmerman, Robin L; Zirpola, Janet

**Cc:** lafern@scba.com

**Subject:** Job Post - Public Affairs Coordinator

Please post the attached opening at CBS2/KCAL 9 in Los Angeles at your respective stations as soon as possible.

Thank you,

M

Maggie Serrano  
Payroll/HR Manager



8/2/2007

# hp LaserJet 3380

CBS2 / KCAL9  
818 655-2666  
Jul-9-2007 2:19PM



## Fax Activity Log

Job	Date	Time	Type	Identification	Duration	Pages	Result
523	6/27/2007	6:11:54PM	Receive	562 396 5090	0:39	3	OK
524	6/28/2007	11:29:13AM	Send	17736931034	1:13	3	OK
525	6/28/2007	2:44:06PM	Receive		0:45	2	OK
526	6/28/2007	6:06:03PM	Send	1213 387-9061	1:24	2	OK
527	6/28/2007	6:07:32PM	Send	1310 206-9844	1:21	2	OK
528	6/28/2007	6:08:58PM	Send	1213 437-4423	1:38	2	OK
529	6/28/2007	6:10:42PM	Send	1818 677-4593	0:52	2	OK
530	6/28/2007	6:11:39PM	Send	1562 985-4528	1:23	2	OK
531	6/28/2007	6:13:08PM	Send	1323 290-5109	0:00	0	No Answer
532	6/28/2007	6:15:18PM	Send	1323 290-5109	0:00	0	No Answer
533	6/28/2007	6:16:28PM	Send	1626 813-1684	0:00	0	No Answer
534	6/28/2007	6:18:39PM	Send	1626 813-1684	0:00	0	No Answer
535	6/28/2007	6:19:49PM	Send	1323 726-1865	1:29	2	OK
536	6/28/2007	6:21:23PM	Send	1323 290-0400	1:23	2	OK
537	6/28/2007	6:22:52PM	Send	1323 890-9632	1:00	2	OK
538	6/28/2007	6:23:57PM	Send	1310 287-4310	0:00	0	No Answer
539	6/28/2007	6:26:08PM	Send	1310 287-4310	0:00	0	No Answer
540	6/28/2007	6:27:18PM	Send	1714 962-6343	1:19	2	OK
541	6/28/2007	6:28:42PM	Send	1323 848-6561	1:06	2	OK
542	6/29/2007	3:59:29PM	Receive	8188312024	2:41	8	OK
543	7/ 5/2007	1:10:14PM	Receive	5626021715	0:40	3	OK
544	7/ 5/2007	2:39:46PM	Send	15626021715	0:49	2	OK
545	7/ 5/2007	5:10:26PM	Send	18188929723	1:05	1	OK
546	7/ 6/2007	1:42:28PM	Receive		1:14	3	OK
547	7/ 7/2007	12:07:37PM	Receive		0:38	0	No Fax Detected
548	7/ 9/2007	1:57:40PM	Send	1213 387-9061	1:21	2	OK
549	7/ 9/2007	1:59:07PM	Send	1310 206-9844	0:47	2	OK
550	7/ 9/2007	1:59:59PM	Send	1213 437-4423	1:35	2	OK
551	7/ 9/2007	2:01:39PM	Send	1818 677-4593	0:54	2	OK
552	7/ 9/2007	2:02:38PM	Send	1562 985-4528	1:19	2	OK
553	7/ 9/2007	2:04:02PM	Send	1323 290-5109	0:00	0	No Answer
554	7/ 9/2007	2:06:13PM	Send	1323 290-5109	0:00	0	No Answer
555	7/ 9/2007	2:07:23PM	Send	1626 813-1684	0:00	0	No Answer
556	7/ 9/2007	2:09:34PM	Send	1626 813-1684	1:23	2	OK
557	7/ 9/2007	2:11:02PM	Send	1323 726-1865	0:00	0	No Answer
558	7/ 9/2007	2:13:14PM	Send	1323 726-1865	0:00	0	No Answer
559	7/ 9/2007	2:14:23PM	Send	1323 290-0400	1:22	2	OK
560	7/ 9/2007	2:15:50PM	Send	1323 890-9632	0:59	2	OK
561	7/ 9/2007	2:16:54PM	Send	1310 287-4310	0:56	2	OK
562	7/ 9/2007	2:17:55PM	Send	1714 962-6343	1:16	2	OK
	7/ 9/2007	2:17:55PM	Delayed Send	Post Jobs		0	Pending

**Serrano, Maggie**

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**From:** Serrano, Maggie  
**Sent:** Tuesday, July 10, 2007 4:43 PM  
**To:** AAEDE; Aguilar, Alexandra; Banas, Stella; Bloom, Cynde L; Burt, Julia A; Cody, Francine; Damron, Ron; Ewing, Geri; LaPaix, Sonia; Larson, Carl; Markowski, Lois E; Marrero, Paul; Mitzel, Kathy; Ouellette, Ann R; Pringle, Randy; Remington, Lynn K; Schenkel, Donna J; Teichmann, Jill K; Teran, Pam E; Velez, Vonne D; Website Contact; WEHO; Williams, Keisha R (WUPA); Zimmerman, Robin L; Zirpola, Janet  
**Cc:** lafern@scba.com  
**Subject:** Job Post - Public Affairs Coordinator  
**Attachments:** Public Affairs Coordinator 70907.doc

Please post the attached opening at CBS2/KCAL 9 in Los Angeles at your respective stations as soon as possible.

Thank you,

M

**Maggie Serrano**  
Payroll/HR Manager



**CBS 2/KCAL 9**  
CBS Studio Center  
4200 Radford Avenue  
Studio City, CA 91604  
(818) 655-2024 Tel  
(818) 655-2666 Fax

**mserrano@cbs.com**

**Serrano, Maggie**

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**From:** Serrano, Maggie  
**Sent:** Tuesday, July 10, 2007 4:43 PM  
**To:** AAEDE; Aguilar, Alexandra; Banas, Stella; Bloom, Cynde L; Burt, Julia A; Cody, Francine; Damron, Ron; Ewing, Geri; LaPaix, Sonia; Larson, Carl; Markowski, Lois E; Marrero, Paul; Mitzel, Kathy; Ouellette, Ann R; Pringle, Randy; Remington, Lynn K; Schenkel, Donna J; Teichmann, Jill K; Teran, Pam E; Velez, Vonne D; Website Contact; WEHO; Williams, Keisha R (WUPA); Zimmerman, Robin L; Zirpola, Janet  
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Thank you,

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**Maggie Serrano**  
**Payroll/HR Manager**



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**CBS Studio Center**  
**4200 Radford Avenue**  
**Studio City, CA 91604**  
**(818) 655-2024 Tel**  
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**mserrano@cbs.com**



